To ensure fairness and objectivity in the peer review process and to prevent potential biases arising from author information, please submit the required documents according to the following guidelines:

* **Manuscript**: The manuscript must be in .docx format and named after the research title (Title). The manuscript must not contain any author-related information.
* **Title Page**: The title page must be in .docx format and named "Title Page". It must include the full names of all authors, their complete institutional affiliations, valid contact email addresses, acknowledgments, and the article title.
	+ Institutional affiliation format: "Sub-institution name (if applicable), Institution name, City + Postal Code, Country".
		- Example: Department of Urban Studies, Graduate School of Creative Science and Engineering, Waseda University, Tokyo 169-8555, Japan.

Font and Size Requirements

1. Main Text:

* Font: Helvetica
* Size: 11 pt
* Spacing: Double-spaced
* Alignment: Justified

2. Headings:

* Font: Helvetica
* Primary Headings (Level 1): Bold, 12 pt
* Secondary Headings (Level 2): Bold, 11 pt
* Tertiary Headings (Level 3): Bold, 11 pt
* Alignment: Left-aligned

3. Figure and Table Captions:

* Font: Helvetica
* Size: 10 pt
* Alignment: Left-aligned

4. Footnotes and References:

* Font: Helvetica
* Size: 10 pt
* Spacing: Single-spaced

5. Equations:

* Font: Helvetica or LaTeX default
* Size: 11 pt

Title

The title should concisely and accurately summarize the core content of the research, avoiding excessive length or redundant expressions. It should be free from ambiguity or subjective wording and should generally not exceed 15 words.

* Example: The Role of Digital Participation in Urban Renewal: A Comparative Analysis of Public Engagement in Smart Cities
* Please display line numbers starting from the abstract.

Abstract

* The abstract must not exceed 250 words and should be presented in a single paragraph without structured subheadings.
* The abstract should include the following elements:
	+ Research background and problem
	+ Research objective or hypothesis
	+ Methods (data sources, research methodology)
	+ Key research findings
	+ Research contribution and significance
* It should not include results that do not appear in the main text or overly lengthy background information.
* The language should be clear and complete, avoiding excessive use of technical jargon and abbreviations to ensure accessibility for an interdisciplinary audience.
	+ Example: Public participation in urban renewal has evolved with digitalization. However, the effectiveness of digital democracy compared to traditional participation methods remains debated. This study investigates the role of digital engagement in urban planning by analyzing cases from three smart cities. Using a mixed-methods approach, we collected survey data and conducted policy discourse analysis to assess the impact of digital tools on public involvement. Our findings suggest that digital participation enhances inclusivity but also introduces new challenges in decision-making. This study contributes to the growing discourse on digital democracy and provides insights for policymakers seeking to enhance participatory governance in urban contexts.

Keywords

Include 3 to 6 keywords that accurately reflect the research topic. Avoid overly broad or excessively technical terms and abbreviations to ensure better indexing of the paper. Keywords should be separated by semicolons.

* Example: Digital Democracy; Urban Renewal; Public Participation; Smart Cities; Governance
1. Introduction
* The introduction should clearly outline the research background, research problem, research objective, and research significance.
* It should not include an extensive literature review or a detailed methodology description.
* The research problem should be specific and well-defined, with the research hypothesis or core research objective stated at the end of the introduction.
* Example Structure:
	+ Research Background (e.g., policy changes, social issues, current state of research)
	+ Current Research Status (briefly review relevant literature and identify existing research gaps)
	+ Research Problem (highlight research gaps and define the key research question)
	+ Research Contribution (explain the academic significance and practical implications of the study)
1. Literature Review
* The literature review should closely align with the research problem, systematically reviewing existing studies and identifying research gaps.
* A critical review approach should be adopted, avoiding the mere listing of studies. Instead, emphasize the similarities and differences among existing research.
* The structure should be organized thematically rather than chronologically or by author, ensuring a clear and logical flow.
* Example Structure:
	+ Definition of Key Concepts (Define the key terms relevant to this study, such as "digital democracy" and "urban renewal.")
	+ Progress in Related Research (Review key literature and summarize major findings.)
	+ Research Gaps (Identify the limitations of existing studies and explain how this research addresses those gaps.)
1. Methods
* Provide a detailed description of the research design, data sources, and analytical methods to ensure the study’s reproducibility.
* For quantitative research, specify data collection methods, sample size, and statistical techniques.
* For qualitative research, describe case selection criteria, interview subjects, and textual analysis methods.
* The section can be divided into multiple subsections, such as:
	1. Data Sources
		1. Data Source 1
		2. Data Source 2
	2. Research Methods (Quantitative, Qualitative, or Mixed-Methods)
	3. Data Analysis
1. Results

The results section should clearly present the research findings, maintaining objectivity by avoiding discussion or interpretation of the data.

Data presentation may include tables and figures, but should not duplicate information already described in the text.

1. Discussion
* Interpret the research findings and discuss their theoretical significance and policy implications.
* Example structure:
	+ Interpretation of Results (Compare findings with existing theories or prior research.)
	+ Research Contributions (Highlight new discoveries and their significance.)
	+ Limitations of the Study (Discuss constraints related to sample size, methodology, or data availability.)
	+ Future Research Directions (Suggest potential areas for further investigation.)
1. Conclusion
* Provide a concise summary of the study’s contributions, ensuring that it does not repeat the discussion section.
* Avoid introducing new data or perspectives that were not previously discussed in the paper.

The above section structure meets the requirements for most research studies. We encourage authors to organize their papers according to this structure. However, if specific circumstances necessitate additional sections, authors may include them as needed.

References

Please follow the APA 7th edition reference style and use in-text citations throughout the manuscript.

Reference List Rules

* Arrange references in alphabetical order based on the first author’s surname (A-Z).
* Examples (Different Reference Types):
	+ Journal Article: Brown, J., & Chen, X. (2021). Digital democracy and urban governance: A comparative study. Urban Studies, 58(3), 456-478. https://doi.org/xxxxx
	+ Book: Smith, M. (2019). Participatory planning in the digital age. Routledge.
	+ Book Chapter: Lee, T. (2020). Public participation in policy-making. In J. Green & P. White (Eds.), Urban governance: New trends (pp. 45-67). Springer.
	+ Conference Paper: Kim, S. (2017). Evaluating digital democracy in smart cities. Proceedings of the International Conference on Smart Urbanism, 45-52.
	+ Web Page: World Bank. (2022). Urban development report 2022. Retrieved from https://www.worldbank.org/urban
	+ Dissertation/Thesis: Johnson, R. (2018). Public participation in urban governance: A case study of smart cities (Doctoral dissertation, Harvard University).

For multiple references by the same author:

* Arrange them in ascending order by year (earlier publications first).
* If multiple works were published in the same year, distinguish them with letters (a, b, c, etc.) and arrange them alphabetically by title.
* Example:

1. Smith, J. (2019a). Digital democracy and urban governance.

2. Smith, J. (2019b). Participatory planning in smart cities.

* If the first author is the same across multiple references, arrange them by the second author’s surname alphabetically, and continue as needed.
* Example (Alphabetical Order by Author Surname)
1. Brown, J. (2018). Urban governance and policy shifts. Routledge.
2. Kim, S., & Park, Y. (2020). Evaluating digital democracy in urban renewal. Journal of Urban Studies, 45(3), 456-478. https://doi.org/xxxx
3. Lee, T. (2021). Smart cities and civic engagement. Cambridge University Press.
4. Smith, M. (2019). Participatory planning in the digital age. Routledge.
5. Zhang, W., & Lee, J. (2022). Public participation and digital platforms. Urban Governance Review, 58(4), 123-145.

In-text Citation Rules

* References should be cited in the order they first appear in the main text, using the (Author, Year) format. Example: Previous studies suggest that digital participation enhances urban governance (Smith, 2019).
* When citing multiple sources in the same sentence, they should be arranged in chronological order (from oldest to newest) and separated by semicolons. Example: (Brown, 2018; Kim, 2020; Zhang & Lee, 2021).
* If multiple works by the same author are cited together, arrange them in ascending order by year. Example: (Smith, 2019, 2021).
* For three or more authors, use "et al." for the first citation. Example:(Johnson et al., 2022).

Citation Rules in Figures and Tables

* References must first be cited in the main text before appearing in any figure or table.
* If Table. 1 or Figure. 1 contains a citation, that reference must already have been introduced in the main text beforehand.
* By following these guidelines, citations in the manuscript will align with APA 7th edition formatting and maintain logical reference sequencing.

Figures

* Naming Format: Figures should be labeled as **Figure. X (e.g., Figure. 1)** and numbered sequentially based on their first appearance in the manuscript.
* In-text Citation: When referring to a figure in the main text for the first time, it should be formatted in **bold**.
* Example: As shown in **Figure. 1**, the trends in digital participation have significantly increased over the past decade.

Figure. 1 | Digital Participation Trends. This figure illustrates the increasing trend of digital participation in urban planning from 2010 to 2023.

Formatting Requirements

* Figures must be included in the manuscript with their corresponding titles and legends in the appropriate locations for editorial processing. Additionally, all figures must also be submitted separately as individual image files in \*\*JPG or PNG format\*\* and should not be embedded within the manuscript file.
* Multi-panel figures should maintain consistent font sizes across panels, avoid unnecessary blank space, and ensure proper alignment.

Figure Legend Format

* Each figure should have a clear and concise title, positioned in the corresponding section of the manuscript, formatted as: "Figure. X | Title."
* If additional explanation is needed, it should follow immediately after the title.
* Example: **Figure. 1 | Digital Participation Trends.** This figure illustrates the increasing trend of digital participation in urban planning from 2010 to 2023.

Figures in the Appendices

* Figures that are not essential to the main text but still necessary should be placed in the Appendices section. The main text must include a clear reference to these figures.
* Example: Additional visual data is available in Appendix Figure. 3.

Tables

* Naming Format: Tables should be labeled as **Table. X (e.g., Table. 1)** and numbered in the order they appear in the manuscript.
* In-text Citation: The first mention of a table in the main text should be in bold.
* Example: As summarized in **Table. 1**, the main characteristics of the respondents are listed by demographic groups.

Table. 1 | Respondent Demographics. This table provides a breakdown of the survey respondents by age, gender, and occupation.

|  |  |  |  |
| --- | --- | --- | --- |
| Characteristics | All participants | FIP1 | FSP1,2 |
| Age at baseline, y | 7.4±3.2 | 8.5±2.6 | 4.7±6.2 |
| Sex (*n*) |  |  |  |
| Female | 109 | 70 | 39 |
| Male | 105 | 61 | 44 |
| Baseline BMI3, kg/m2 | 30.0±6.4 | 30.3±1.3 | 30.4±1.7 |

Formatting Requirements

* The manuscript should include tables at the appropriate locations, along with their corresponding titles and descriptions (if applicable). However, tables should also be submitted as separate editable files (e.g., in Excel or Word format).
* **Tables must be editable and should not be submitted as images.**
* All variable definitions should be explained in the footnotes of the table rather than solely in the main text.
* Avoid data redundancy: The main text should not repeat specific numerical values from tables but should highlight key findings instead.

Table Titles Format

* Table titles should be concise and descriptive, following the format: Table. X | Title.
* Example: **Table. 1 | Respondent Demographics.** This table provides a breakdown of the survey respondents by age, gender, and occupation.

Tables in the Appendices

* Tables that are not crucial to the main text but still necessary should be placed in the Appendices section. The main text should include a clear reference to these tables.
* Example: For further details, see Appendix Table. 2.

Equations

Equation Formatting Requirements

* Equations should be center-aligned and created using Equation Editor or LaTeX. **They must not be inserted as images.**
* Equation numbering should follow the order of first appearance in the manuscript and be placed right-aligned within parentheses, e.g., Equation (1). Example:
$$\begin{array}{c}F=ma\#\left(1\right)\end{array}$$
* If an equation is short and fits naturally within a sentence, it may be presented as an inline equation:
* Example: The linear regression model is represented as $y=ax+b$, where $a$ is the slope and $b$ is the intercept.

Equation Numbering

* All significant equations must be numbered, using the format (X), such as (1), (2), (3), and placed right-aligned.
* Equations should only be numbered if they are referenced in the main text; otherwise, numbering is unnecessary.
* Equations in appendices should have a separate numbering scheme with an appendix identifier, such as Appendix A (A.1).

Citing Equations in Text

* When referring to an equation in the text, use "Equation (X)" and bold the citation. example: The acceleration of an object under force can be determined using **Equation (1)**.

Formatting for Complex Equations

* For lengthy equations, use line breaks to improve readability.
* Example (multi-line equation formatting):

$$\begin{array}{c}f\left(x\right)=\left\{\begin{array}{c}ax\^2+bx+c, \&x<0\\dx\^3+ex\^2, \&x\geq 0\end{array}\right.\#\left(2\right)\end{array}$$

* Example of a matrix equation:

$$\begin{array}{c}A=\left[\begin{matrix}a\_{1}&a\_{1}\\a\_{2}&a\_{2}\end{matrix}\right]\#\left(3\right)\end{array}$$

Equations in Appendices

* Equations included in the appendix should have separate numbering, formatted as (A.1), (A.2), (B.1), …, where A, B, C indicate appendix sections. Example:

$$\begin{array}{c}X=Y+Z\#\left(A.1\right)\end{array}$$

* Citing in text: As derived in Appendix A, Equation (A.1), this equation holds for all cases.

Variables and Symbols

* All variables must be defined upon first appearance and presented in italic (e.g., $x, y, z$), except for units, function names, and mathematical constants (e.g., sin, log, e).

Acknowledgements

* This section should be limited to individuals who have made substantial contributions to the research. General technical assistance or administrative support should not be included.
* Acknowledgements may include:
	+ Personal acknowledgements, such as supervisors, research assistants, or peer reviewers.
	+ Technical support, such as laboratories providing equipment or data resources.
	+ Institutional or project support, excluding financial funding, which should be stated separately in the funding declaration.

 This section should not be included in the manuscript and must be placed in the Title Page.

Data Availability Statement

* The availability of research data should be specified in a separate section, providing details on how the data can be accessed or explaining why the data cannot be made publicly available.
* Optional statements:
	+ Publicly available data: The data supporting this study are publicly available at [repository link].
	+ Data available upon request: Data used in this study are available from the corresponding author upon reasonable request.
	+ Restricted data: The data used in this study are not publicly available due to [confidentiality/legal restrictions].
	+ No applicable data: This study did not generate new data.

 This section should not be included in the manuscript and must be placed in the Title Page.

Funding Statement

* The sources of research funding should be clearly stated, along with an indication of whether the funding organizations had any influence on the study's content.
	+ If no external funding was received: This research received no external funding.
	+ If funding was provided: This research was funded by the National Science Foundation (Grant No. XXXX) and the Urban Innovation Research Fund (Grant No. YYYY). The funding bodies had no role in study design, data collection, analysis, or decision to publish.

 This section should not be included in the manuscript and must be placed in the Title Page.

Author Contributions

* Each author should specify their contributions using standardized descriptions, such as:
	+ Project conception, development of research plan, study oversight
	+ Data collection, experimental procedures
	+ Statistical analysis, computational modeling
	+ Drafting and revising the manuscript
	+ Primary responsibility for final content
* Example: J.B. designed the study and developed the research plan. C.K. and T.L. collected and analyzed the data. J.B. and T.L. drafted the manuscript, with all authors contributing to revisions. J.B. had primary responsibility for the final content. All authors reviewed and approved the final manuscript.

 This section should not be included in the manuscript and must be placed in the Title Page.

Author Disclosures

* All authors must declare whether they have any conflicts of interest.
	+ If no conflicts of interest exist: The authors declare no conflicts of interest.
	+ If conflicts of interest exist: Author A is a consultant for Company X. Author B has received research funding from Organization Y. These relationships did not influence the study results.

 This section should not be included in the manuscript and must be placed in the Title Page.

Declaration of AI Use

* If AI-assisted tools were used in the research process (e.g., writing, data analysis), this must be explicitly stated.
* Example: During the preparation of this work, the authors used [AI tool/service] for [specific reason]. After using this tool, the authors reviewed and edited the content as needed and take full responsibility for the final manuscript.

 This section should not be included in the manuscript and must be placed in the Title Page.

Appendices

* Appendices contain supplementary materials that are not included in the main text but provide valuable additional information for the study, such as:
	+ Extra datasets, computational details, or methodological supplements
	+ Research tools (e.g., survey questionnaires, interview guides)
	+ Additional figures or tables (non-essential to the main text)
	+ Reference lists (for sources not cited in the main text but relevant to the study)

Formatting Requirements for Appendices

* Title: Appendices should be labeled as "Appendix A," "Appendix B," and so on in alphabetical order. If there is only one appendix, it should be labeled as "Appendix" without a letter.
* Multiple sections within an appendix: Use sub-numbering, such as "Appendix A.1," "Appendix A.2," etc.
* In-text citation:
	+ Appendices must be explicitly referenced in the main text, such as: Further details on the methodology can be found in Appendix A.
	+ Figures and tables in appendices cannot be cited in the main text. They should only be referenced within the appendix itself.
* The main text must be self-contained and should not depend on the appendix for essential arguments. If a figure or table is crucial to the discussion, it must be included in the main text rather than in the appendix.

Figures and Tables in Appendices

* Figures and tables included in appendices must be numbered separately from those in the main text, using a prefix corresponding to the appendix (e.g., Figure. A.1, Table. A.1).
* Figures in appendices should not be referenced in the main text. Instead, they should only be cited within the appendix itself.
* Example (correct usage within an appendix): As detailed in Figure. A.1, the survey response rates varied significantly by region.
	+ Here, Figure. A.1 is cited only within the appendix, and not in the main text.

Types of Appendix Content

Additional Data and Analysis

* Use cases: Lengthy but important datasets, additional statistical analyses, or supplementary calculations.
* Formatting:
	+ Must be presented in text + tables (Table) / figures (Figure) format to ensure self-containment (readers should understand the appendix content without relying on the main text).
	+ Tables and figures should be independently numbered according to appendix section numbering.

Research Tools

* Use cases: Survey questionnaires, interview guides, experimental procedures, or other methodological instruments.

Additional Figures and Tables

* Use cases: Detailed but non-essential figures and tables, such as full regression results or conceptual model diagrams.
* Example:
	+ Table. A.1 | Regression Analysis Results
	+ Figure. A.1 | Conceptual Framework for Digital Engagement

References in Appendices

* Use cases: References that were used in the research but not cited in the main text (e.g., databases, policy documents, or supplementary readings).
* Formatting: Must follow APA 7th edition and be alphabetically ordered by the author’s surname (A-Z).

Hierarchical Headings

* We encourage the use of structured, multi-level outlines with numeric hierarchical lists (e.g., 1, 1.1, 1.1.1) to clearly organize the content and maintain logical consistency. However, overuse of sublevels should be avoided, and preference should be given to continuous, well-developed paragraphs over fragmented short sentences and bullet points to ensure a smooth academic writing style.

Prohibited Formats

* Letter sequences (e.g., a, b, c) should not be used.
* Roman numerals (e.g., i, ii, iii) should also be avoided.

Allowed Numbered List Format

* We recommend using Arabic numerals to indicate hierarchical sections:
	+ Primary headings: 1, 2, 3, ... (e.g., "3. Methods")
	+ Secondary headings: 1.1, 1.2, 1.3, ... (e.g., "3.1 Data Sources")
	+ Tertiary headings: 1.1.1, 1.1.2, 1.1.3, ... (e.g., "3.1.1 Statistical Database")

Example of Correct Formatting

3. Methods

 3.1 Data Sources

 3.1.1 Statistical Database

 3.1.2 Survey Data

 3.2 Research Methods

 3.2.1 Quantitative Methods

 3.2.2 Qualitative Methods

 3.3 Data Analysis

 3.3.1 Regression Analysis

 3.3.2 Thematic Analysis

Fourth-Level and Higher Headings

* In most cases, a three-level heading structure (1.1.1) is sufficient. If the research content is complex and requires finer hierarchical divisions, authors are encouraged to first adjust the writing approach by merging related sections or restructuring the discussion.
* To ensure readability, logical flow, and visual clarity, the use of fourth-level headings (1.1.1.1) and beyond should be minimized. Only in cases where additional sub-levels are absolutely necessary for clarity should they be employed.
* If a fourth-level or deeper structure is required, consider reformatting the content into well-structured paragraphs instead of relying on excessive subheadings. This approach helps maintain a coherent and visually appealing layout in the manuscript.